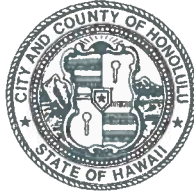


POLICE DEPARTMENT  
**CITY AND COUNTY OF HONOLULU**

801 SOUTH BERETANIA STREET • HONOLULU, HAWAII 96813  
TELEPHONE: (808) 529-3111 • INTERNET: [www.honolulu.org](http://www.honolulu.org)



KIRK CALDWELL  
MAYOR

LOUIS M. KEALOHA  
CHIEF

DAVE M. KAJIHIRO  
MARIE A. McCAULEY  
DEPUTY CHIEFS

OUR REFERENCE **CO-RG**

August 18, 2014

The Honorable Ernest Y. Martin  
Chair and Presiding Officer  
and Members  
Honolulu City Council  
530 South King Street, Room 202  
Honolulu, Hawaii 96813

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C & C OF HONOLULU

Dear Chair Martin and Councilmembers:

Section 2-17.2(a) of the Revised Ordinances of Honolulu relating to budget execution authorizes the Mayor to establish, fill, and allot funds for temporary positions that are not included in the Executive Operating Budget Ordinance after notifying the City Council. In accordance with the provisions of this ordinance, this notification is hereby submitted for one full-time Information Technology Support Technician II (SR-15A) position in the Honolulu Police Department. The following is the required information on these positions:

1. Type of Temporary Position Required:

One full-time Information Technology Support Technician II position is required for a maximum of eleven months as allowed under Section 6-1103(g) of the Revised Charter of the City and County of Honolulu.

2. Anticipated Duration of the Employment of the Temporary Position:

The anticipated duration is initially for eleven months (August 2014 through June 2015). Possible extensions/renewals may be requested as required and are allowable under the Revised City Charter.

3. Cost of the Temporary Position:

The cost of the temporary position is \$32,186.

4. Source of Budgetary Savings Which Will Accrue to Finance the Temporary Position:

Funding for this position will come from the salary savings from Information Technology Division's (ITD) vacant Information Technology Support Technician II.

5. Unforeseen or Emergency Circumstance Justifying the Need for the Temporary Positions:

The ITD provides support services for computer equipment throughout the department, including over 2,300 operational laptop computers and desktop computer work stations, along with other support equipment in all stations islandwide. The technicians support both hardware and software. The technicians average approximately 500 to 1000 service assignments each year.

The technicians prepare new equipment for deployment, install and uninstall equipment when inventory is transferred, install and uninstall software during upgrades and changes, manage and document inventory, manage network connections and network addresses, and assist in technology deployments such as upgrades to the Computer Aided Dispatching and Records Management Systems. They also provide the hardware expertise for server installations, support back-up systems, and perform a wide range of other related duties.

The lack of an adequate number of technicians has had a significant and ongoing impact on the ability of the ITD to respond and provide technical support services in a timely manner. This has resulted in greater delays (from days to months) in providing lower priority support services, deployment of equipment, disposal of obsolete equipment, and impeded support for mobile computing. It has also negatively impacted a wide range of projects, services, and schedules that depend on technical support.

The Honorable Ernest Y. Martin  
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August 18, 2014  
Page 3

Should there be any questions or if additional information is required, please have a member of your staff call Assistant Chief Mark Nakagawa of the Administrative Bureau at 723-3860.


Thank you for your assistance and support in this matter.

Sincerely,

  
Louis M. Kealoha  
Chief of Police

cc: Office of the Mayor  
Department of Budget and Fiscal Services

APPROVED:

  
\_\_\_\_\_  
Ember Lee Shinn  
Managing Director